NASA/GRC AEROSPACE TRAVELING <u>VIDEO TRUCK</u> REQUEST FORM

Please Note: The truck is only available for Ohio events.

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- 1. Title of Event:
- 2. Date(s) of Event:
- 3. Times of Event:
- 4. Location of Event: (complete address with building name if applicable)

Requester Information:

Name: (include title, if any)

Phone #: Email:

Include additional phone number(s) where you can be reached (cell phone or pager).

Sponsor, if different from requester:

- 5. Approximate total of expected attendance at the event:
- 6. What is your latest deadline date to confirm or cancel your request?

NOTE: We will try to meet your deadline date, but please take into consideration that the drivers are volunteers and seldom commit too far in advance.

- 7. If the truck will be parked overnight at the event location, will there be regularly scheduled, full-time guards or security protection?
- 8. If not, indicate the any alternate precautions that are available.

The Aero Truck does not charge a fee to attend events. We do request the following support.

Do you or your sponsor agree to pay the lodging expenses for driver/operator?	
YES NO	
Please allow extra lodging nights for travel time to and from event. The travel days will	be
included on the schedule.	

If a one day event,, please take into consideration travel time to and from your event, if travel time exceeds 3 hours, the driver may need lodging the night before and the night of the event.

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